CBS Manager Meeting Minutes

Date: 07/14/05
Time: 11:00
Place: CBS Support Center

Attendees:

Bob Bair	(OFM)
Gordon Alston	
Myrian Myer	
Bill Starr	
Patricia Jackson	
Karen McBride	
Teresa Coppolino	(NIST)
Wende Wiles	
Ted Wolfgang	(NOAA)
Bill Holdsworth	
Jim Aikman	(Census)
Avis Merkl	
Sandy Walters	(EDA)
Ghee Tara	

Key issues or topics addressed:

Finance Business Case: Team leaders are preparing a briefing for the CFO. Cost issues need to be addressed. Once the CFO approves the business case, the teams will need to develop a plan of action. The teams also have started drafting a statement of objectives to define the scope of an IV&V of the business case.

Web Migration Business Case: The proof of concept project has been approved and there will be a meeting next week to discuss what parts of the system will be affected. The CSC wants to get a DBA perspective and also wants to determine what the project will test. The end result of the proof of concept should be a proposal and cost estimate for full web migration.

A contractor is conducting an IV&V on the business case and in their draft report has agreed with the recommended approach. The contractor is concerned that the business case may understate migration costs because of the Kumeran code. The initial draft report on the underlying code is due July 15th and a final draft is due August 5th.

E-Travel: SystaLex and EDS have submitted acceptable proposals to build the interface. Part of the SystaLex proposal is converting the APSI to TIBCO. There is a 2-stage implementation with smaller bureaus going live in the Fall 2005 and remaining bureaus going live in Spring 2006. The estimated cost for the implementation is $2 million and Jim Taylor has identified the funding but we are awaiting CFO approval. There are timing issues with CSC access to EDS's test environment and a security issue as the EDS system does not use a FIPS compliant connection.

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CSTARS: There has been successful connectivity testing between NIST-OCS-NIST but it did not work between NOAA-OCS-NIST. Staffs are working to resolve the problem. The CO is giving Accenture 13 ARs (enhancements and rework) and Office of Acquisition Management will fund this activity. We are awaiting Accenture response on whether they agree that some of the ARs are rework and not enhancements.

Central Contractor Registry (CCR): There are still outstanding code issues and the vendor, GCE, is addressing them. The poor quality of GCE code is still a problem.

Project Priorities: Gordon and Patricia discussed the project priorities and handed out a copy of the forms we need filled out. The CSC needs the bureaus to fill out a form for their top 5 priorities for category 3. If bureaus disagree with the CSC's category 1 and category 2 priorities, they should also document their reasoning on the forms.

Action Item – Patricia will send out an electronic version of the priority document and form. Please send comments to Patricia.

Mass Reclass: The planned delivery is December 1, which is very aggressive. The first JAD session was July 13th.

Trial Phase II: The draft FRD will go to the bureaus on July 15th and there will be a walkthrough on July 21st. The final FRD should go out August 15th.

Reimbursable Agreements Phase III: The FRD is on hold due to WIP issues and where to handle them.

Financial Statement On Top Adjustment: There was a meeting to determine where to make changes. Staff are looking at options and will meet again on July 21st.

Cost Allocation: Bureaus are creating "As Is" documents.

Maintenance Release: There are 4 CSC programmers working on ARs. We expect to complete 8 CFS ARs and some purchase card ARs.

Bureau Activities:

Census – TIBCO cannot receive data from OCS yet.

NOAA – Promoting Trial into production this weekend and budget enhancement on August 1st. NOAA identified a CCR security issue. When the user is on a slow machine, the user ID and password are displayed. GCE is working on the problem.

NIST – Promoting Budget Enhancement and Trial the weekend of August 5th and Year-End Close on September 25th.

EDA – EDA has a new DBA and (s)he will work on implementing versions of CBS. EDA staff are working with NOAA on the transition.

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Action Items

1. Patricia Jackson – Will send out an electronic version of the project priority document and form. Please send comments to Patricia.

Dates of Next CBS Manager Meetings will be:

August 18th – NIST
September 8th – EDA
October13th – Census
November 10th – NOAA
December 9th – CSC